

BOARD OF PUBLIC WORKS AND SAFETY
February 27, 2007

Regular Session:

The Board of Public Works and Safety met in regular session on Tuesday, February 27, 2007 at 9:00 a.m. in the Common Council Chambers. Members present were: Cindy Murray, Tom Shorter, Norm Childress and Tilara McDonald-Treece. Absent were: Gary Henriott.

Jacque Chosnek, 1st Deputy City Attorney, was also present.

President Murray called the meeting to order.

MINUTES

Mr. Shorter moved for approval of the minutes from the February 20, 2007 regular meeting. Mrs. McDonald-Treece seconded. Passed.

BIDS UNDER ADVISEMENT

Ross Road Lift Station Contract B (10/31/2006)

Notice of Award Wetland Mitigation Project (02/13/2007)

Bob Foley, Assistant Public Works Director, presented to the Board and recommended approval a Notice of Award to R&W Contracting, Inc. in the amount of \$130,000.00 for the Wetland Mitigation Project. Mr. Childress moved for approval Mrs. McDonald-Treece seconded. Passed.

NEW BUSINESS

Fire Department

Independent Contractor Agreement – Natalie Schwartz M.D.

Chief Jim Morrow presented to the Board and recommended approval of an Independent Contractor Agreement in the amount of \$3,600.00 with Natalie Schwartz to serve as Medical Director for the City of Lafayette. Mrs. McDonald-Treece moved for approval. Mr. Shorter seconded. Passed.

CLAIMS

Mike Jones, Controller, presented for Board approval, Claims in the amount of \$1,698,341.03. Mr. Childress moved for approval. Mrs. McDonald-Treece seconded. Passed.

DEPARTMENT UPDATES

Roger Detzner, Utility Billing Manager, gave the following department update along with a handout:

- 2006 Total Transactions were 284,223
 - Office Transactions were 232,125 82%
 - Online Transactions were 18,441
 - Bank Draft 33,657
- Activity Report 2006 vs. 2005 - Revenue up approximately 10%

	2006	2005
○ Apps/Finals	7078	8114
○ Disconnects	4847	4552
○ Disconnects Mailed	34068	22561
○ CLBD (Collected Bad Debt)	31,712	75,742
○ Bad Debt written off	71,261	334,885
○ Water Rev (Billed)	up 9%	
○ Sewage Rev (Billed)	up 10%	
- Offering Assistance to those in need by local social organizations
 - Vouchers have been received totaling \$3,295.64 helping 50 people in need.
- Customer Service Evaluation:
 - A questionnaire was sent out in the billing for the current cycle. Currently results show that the Utility Billing Office is:
 - 90% agree that the office is professional, courteous and efficient
 - 88% and 85% agree that the office resolves their question and are satisfied with the outcome
 - 62% agree that no improvement is needed in their skill level
 - Overall Rating good to excellent show:
 - 81% Excellent
 - 13% Average
 - 6% Poor

President Murray questioned customer's referral process for the vouchers. Mr. Detzner stated his office has been in contact with many entities that will assist customers in need with their utilities either individually or sometimes in combination with other services in order to help.

Mrs. McDonald-Treece questioned if he anticipated a certain percentage of total transactions to be online transacts and bank draft in the future. Mr. Detzner stated the more that use the service the better, stating it was a direct manpower expense to process claims. His office constantly encourage customers to use the online or bank draft transaction, however there is some hesitancy in using the bank draft system because people feel that the are losing control of their bank account.

Kerry Smith, Water Works Superintendent, gave the following department update:

- Events due to the recent inclement weather: 29 Water mains were broken and approximately 300 services were frozen. During these events, Water works employees worked around the clock making repairs and thawing services while enduring extreme weather conditions, Mr. Smith noted that not one of the thirty-eight employees hesitated to answer the call during this time. Mr. Smith thanked the following people/persons for their efforts and support during the inclement weather: Utility Billing Office staff, Street Department, Fleet Maintenance and Brad Talley, Water Pollution Control Superintendent. Mr. Smith stated "All of the City Departments had pulled together in what were some of the harshest conditions on record and I am just proud to be a part of that, what we were all able to accomplish was just incredible".

Chief Jim Morrow, Fire Department, announced the retirements of Creed Smith, serving 28 years three months, 3 days and Assistant Chief Ron Holdman, serving 35 years, 7 months and 14 days of service. Chief Morrow thanked them for their service and presented both firemen with plaques. The audience applauded.

President Murray thanked both men for their years of service.

Mayor Roswarski acknowledged Mr. Smith's comments regarding efforts made during the inclement weather.

Mayor Roswarski also recognized Mr. Smith's and Mr. Holdman's retirement, and noted appreciation for their years of service and wished them well on their retirement.

There being no further business to come before the Board, President Murray stated the meeting was adjourned.

The time being 9:16 a.m.

BOARD OF PUBLIC WORKS AND SAFETY
Cindy Murray s/s
President

ATTEST: Deb Puetz s/s
Deb Puetz, 1st Deputy Clerk

Minutes written by Deb Puetz, 1st Deputy Clerk

The Engineering Office issued the following Building Permits for the week ending February 23, 2007:

13258	Local Investments LLC	2007 Stillwell St	Install electric disconnect boxes	\$700.00
13259	Precious Blook Monestary	1108 State St	Remodel Interior	\$250,000.00
13260	Bennie J Bailey	1611 Grove St	Electric rewire	\$500.00
13261	D & R Fruit Market	135 Creasy Ln N	Upgrade servce 200 - 400 amps & rewire	\$2,000.00
13262	Kirlins Inc	2415 Sagamore Pkwy S	Demo interior of Kirlin's	\$0.00
13263	Richard P Laird	2359 N 24th St	Repair termite damage (complete	\$4,800.00
13264	1st Source Bank	401 N 4th St	Renovation of existing bank	\$54,629.00
13265	Brad Deardorff	2601 Greenbush St	Sign for Tan	\$3,900.00
13266	Dan Washington	601 Sagamore Pkwy S	Event sign for Dog N Suds 2/13-2/18	\$25.00
13267	RMW LLC	210 Meijer Dr	Interior buildout of 2 spaces	\$100,000.00
13268	Chuck Kenworthy	1311 El Prado St	Upgrade to 200 amps	\$1,200.00